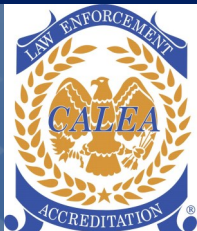


***SOUTH BRUNSWICK TOWNSHIP
POLICE DEPARTMENT***



***ANNUAL REPORT
2014***



***RAYMOND J. HAYDUCKA
CHIEF OF POLICE***



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A MESSAGE FROM CHIEF HAYDUCKA

The South Brunswick Township Police Department is comprised of 78 dedicated sworn men and women, and 27 civilians who provide a wide range of services to 44,000 residents and 1,100 registered businesses that call the Township their home.

The South Brunswick Police Department handled more than 74,000 calls for assistance during 2014.

Our law enforcement efforts have led our community to be designated as one of the safest big towns in New Jersey, according to the National Association of Town Watch. The South Brunswick Police Department was again the highest ranked department in the State of New Jersey and ranked fifth in the nation for our category. Our celebration was again held at Rowland Park, during which we drew approximately 6,000 attendees.

Our overall trend for Uniform Crime Report (UCR) Part I crimes decreased for the second consecutive year, this year by 25.38 %. Violent Crime decreased 27.78 % and Non-violent Crime saw a decrease of 27.55 %. Our percentage of Offenses Cleared was 26.96 %. These calculations become official when the New Jersey State Police submits them to the Federal Bureau of Investigation.

We received \$42,700 in grant funding. Grants are essential in order for our agency to keep contemporary with equipment and training. They also enhance our crime reduction efforts and proactive patrols. I have tasked my staff to continue to aggressively research grant opportunities wherever they exist because the use of grant funding helps to ease the financial burden on Township residents.

This agency will do everything possible to maintain our level of service by operating efficiently and effectively. I am confident we will have continued success with public cooperation and the fine men and women that are dedicated to serving South Brunswick Township.

I am proud of the sworn and civilian members of this police department. Their commitment to the agency and community are second to none. I will continue to challenge my staff to provide the high quality police services the residents of South Brunswick Township expect and deserve. I am confident that we will continue to deliver premier public safety services into the coming year and beyond.

Raymond J. Hayducka
Chief of Police



ORGANIZATIONAL OVERVIEW

Personnel

The department hired 7 new officers, bringing our total to 78 sworn officers. We have 12 full-time and 3 part-time Tele-communicators and a clerical staff of 9. The Department of Transportation employs 5 full-time and 2 part-time drivers and 1 secretary. There are 16 crossing guards for the Township schools. Changes in personnel are as follows:

New Hires

Carinci, Robert	February 3	Telecommunicator Supervisor
Boldizar, Gregory	March 3	Class II Special Officer
Alfano, Michele	June 2	Records Clerk II
Matticoli, Luisa	June 9	Accountant
Halmi, Martin	July 14	Police Officer
O'Neill, Kevin	July 14	Police Officer
Cleffi, Craig	July 14	Police Officer
Ayala, Oscar	July 14	Police Officer
Rodriquez, Daniel	July 14	Police Officer
Sarno, Gerald	July 14	Police Officer
Torrieri, Alyssa	July 21	PT Telecommunicator
Broder, Alexander	September 3	PT Telecommunicator
Kamen, Joshua	September 8	PT Telecommunicator
Rask, Robert	December 2	Police Officer

Promotions

Lombardo, Frank	September 9	Lieutenant
Herman, Kenneth	December 2	Sergeant
Buraszeski, Eric	December 20	Sergeant



Assignments

Stoddard, James	January 16	Awards Committee Chair
LaPoint, Michael	January 16	Awards Committee
Holsten, Gary	January 16	Awards Committee
Vit, George	January 16	Awards Committee
Merkler, William	January 16	Awards Committee
McNamara, John	January 17	Budget Committee Chair
Hibbitts, Lenny	January 17	Budget Committee
Giampietro, Chris	January 17	Budget Committee
Kinard, James	January 17	Budget Committee
Matticoli, Luisa	July 2	Budget Committee
Kinard, James	March 18	Technology Committee Chair
Seaman, Ronald	March 18	Technology Committee
Lidy, Edward	March 18	Technology Committee
Nyitrai, Laszlo	March 18	Technology Committee
Feldman, Bruce	March 18	Technology Committee
Vit, George	March 18	Technology Committee
Gassman, Jason	April 21	First Aid Committee Chair
Blake, Jesse	April 21	First Aid Committee
Whicker, Donald	April 21	First Aid Committee
Mongalieri, Frank	April 21	First Aid Committee
DiMonda, Cindy	April 21	First Aid Committee
Stoddard, James	April 28	Rules & Regulations Chair
Kinard, James	April 28	Rules & Regulations
Ryan, James	April 28	Rules & Regulations
Schwarz, Rick	April 28	Rules & Regulations
Shelcusky, Brady	June 3	Evidence Technician
Hoover, Timothy	June 3	Evidence Technician
Moreira, Ricardo	June 3	Evidence Technician
Labuda, Nathan	September 11	Firearms Instructor
Shelcusky, Brady	September 11	Firearms Instructor

Ryan, James	September 15	District Analysis Chair
Lombardo, Frank	September 15	District Analysis Committee
Reeves, Scott	September 15	District Analysis Committee
Seaman, Ronald	September 15	District Analysis Committee
Vit, George	September 15	District Analysis Committee
Santa, Peter	September 15	District Analysis Committee
Shearer, Monica	September 15	District Analysis Committee
Merkler, William	September 15	District Analysis Committee

Rickle, Eugene	October 22	Court Security Committee
Moreira, Ricardo	October 22	Court Security Committee
Gassman, Jason	October 22	Court Security Committee
Shelcusky, Brady	October 22	Court Security Committee

Retirements

Zecca, Angelo	February 1	Police Officer
Slovensky, Christ	April 30	Crime Prevention Aide
Mazza, Robert	May 31	Police Officer
Charmello, Joseph	August 30	Captain

Military Leave of Absence

LaPoint, Michael	Deployed July 31	Tentative Return August 2015
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Resignations

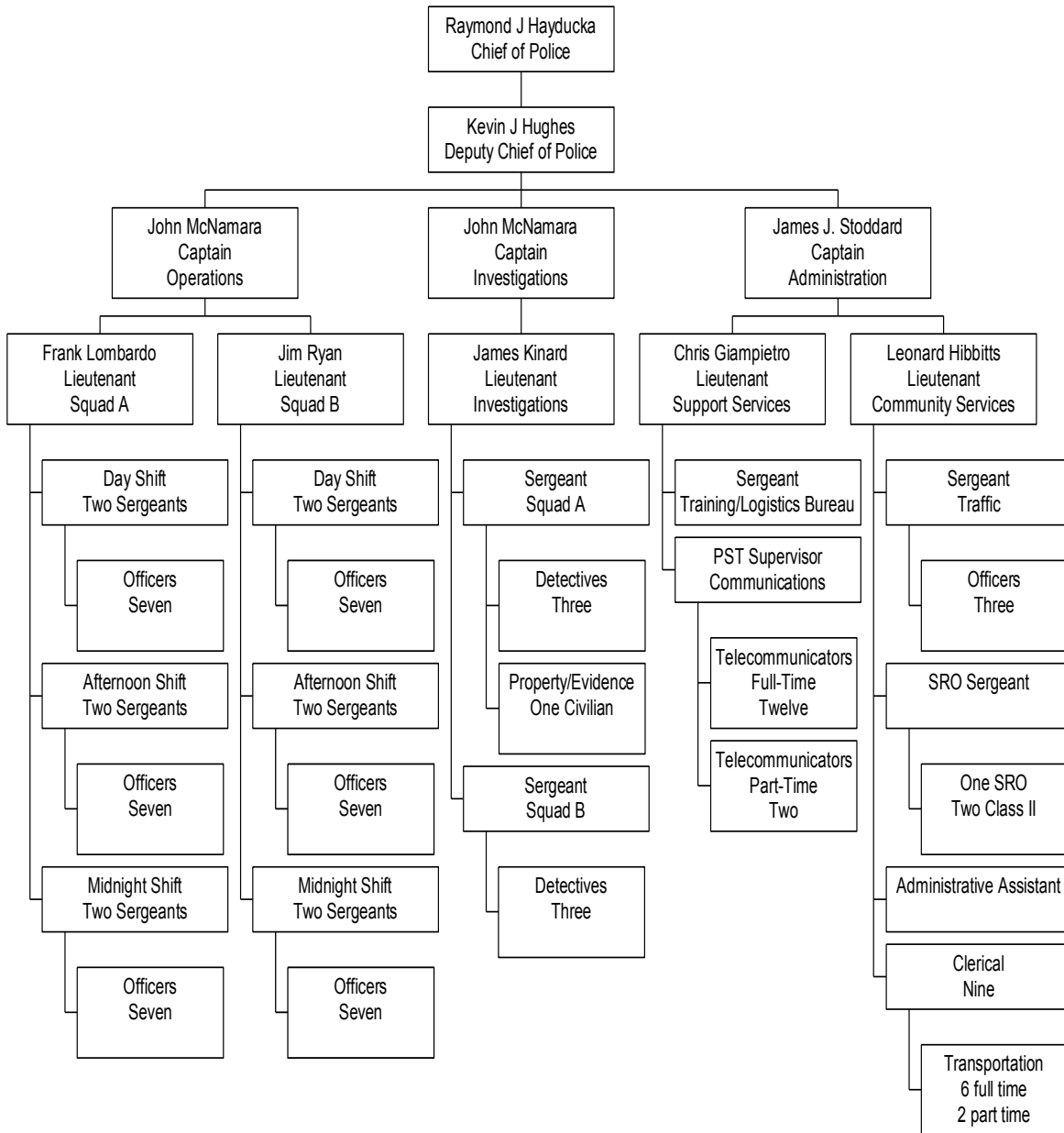
Bellafrone, Brian	January 14	PT Telecommunicator
Cheung, Joyce	February 2	Police Officer
Jackson, Andre	April 2	Police Officer
Torrieri, Alyssa	September 25	PT Telecommunicator

Transfers

Hallman, Karen	June 4	Accountant to Payroll
Ward, Lisa	October 14	Data Processing Clerk II to Law

TABLE OF ORGANIZATION

2014





During 2014, I empanelled 5 new committees to address the following issues:

First Aid Committee

The First Aid committee identified a number of initiatives to enhance and improve our ability to provide emergency medical services to the community. As a result of their work the department created an enhanced inventory control method, bought new defibrillators, trained additional CPR instructors, instituted a Narcan program, and purchased quik-clot for all patrol personnel.

Rules and Regulations Committee

The Rules and Regulations Committee examined all previous rules and regulations that govern the actions of members of the department in the performance of their duties. For the common good it is necessary that each police officer know what is expected of him/her. From time to time these rules require review and updating so that they may be established by appropriate authority pursuant to state law.

Patrol District Analysis Committee

The Patrol District Analysis Committee conducted a workload assessment for the Patrol Division that meets the requirements set forth in the Commission on Accreditation for Law Enforcement Agencies. The committee assessed the allocation of personnel assigned to the Patrol Division in relation to the need for their services so that future staffing needs and geographic equalization was accomplished.

Court Security Committee

The committee examined a need for an improved courtroom security plan with the goal of providing a more effective and consistent level of professional service to the public and staff members in the South Brunswick Municipal Court. The implementation of enhanced technological security devices and increased staffing was recommended by the committee.

Awards Committee

The 2014 Police Department Awards Committee met to investigate all nominations for awards and to vote on recommendations. There were a total of 36 nominations. Ten individuals recommended for awards did not meet the criteria. Below is a list of recommended awards.

Life Saving Medals (6)

Patrolman Joseph Rausch
Patrolman Scott Bucca
Patrolman Jason Gassman
Patrolman Bryan Sites
Patrolman John Niper
Patrolman Domenick Delucia

Exceptional Service Medals (5)

Detective Roger Tuohy
Patrolman Raymond McCarthy
Patrolman Jason Gassman
Patrolman Bryan Sites
Patrolman Bafti Salihi

Letters of Commendation (13)

Sergeant Herman (2)
Sergeant Donald Varga
Detective Dennis Yuhasz (2)
Patrolman First Class Robert Jaidullo
Patrolman Domenick Delucia
Patrolman Salvatore Fama
Patrolman George Vit
Patrolman William Merkler
Patrolman William Bonura
Public Safety Telecommunicator Richard Domotor
Public Safety Telecommunicator Feldman

Civilian Staff Recognition Award

Township Volunteer Parameswari Kanna

Citizen Appreciation Award

John Kozuha





The Office of Public Information is responsible for all strategic communication regarding Police Department activities. The office works in accordance with department directives, prosecutor's office policy, the Open Public Records Act and Governor's Executive Order #69, to disseminate information to the media on a daily basis.

The PIO coordinates with fire, EMS and the Office of Emergency Management in providing the public and media with information. The primary means of communication is through our Nixle email alert system. In 2014 the Nixle system grew to 16,328 subscribers receiving emergency alerts, press releases, and community notifications. In addition to Nixle, the department has a Twitter account and in August added a YouTube channel.

The Office of Public Information issued 290 press releases in 2014. Providing timely information to the public and media was instrumental this year in solving a number of cases and locating missing people. Surveillance videos released to the media by the office led to identifying three suspects wanted in three separate crimes ranging from robbery to theft. On two occasions citizens who read Nixle alerts helped locate a missing 74-year-old and a missing 16-year-old.

The office coordinated two press events involving officers' lifesaving efforts for a Kendall Park man, and the Heroes and Helpers event at Target.

The PIO regularly fielded inquiries from the NJ.com, Star-Ledger, The Home News Tribune, Sentinel, South Brunswick Post, the South Brunswick Patch, and News 12 NJ along with the New York television stations.

ADMINISTRATIVE COMMAND





SUPPORT SERVICES DIVISION

The Support Services Division is comprised of various bureaus, units and functions. These are; Training Bureau, Communications Bureau, Accreditation Unit, Logistics function, Administrative function and the Finance function. All these sections combined provide the administrative and operational support functions for South Brunswick Police Department. Other responsibilities also include overseeing of recruiting and officers' temporarily assigned to modified duty. The Support Services Division provides the necessary tools and expertise to ensure that the department can operate successfully.

TRAINING BUREAU

The Training Bureau coordinates various types of training for the members of the South Brunswick Police Department. This includes mandatory, recommended, command and discretionary training. In addition it includes basic training for recruits, in-service training, roll call training, accreditation mandated training and state mandated training. Some examples are; firearms requalification, pursuit policy, Use of Force, Blood Borne Pathogens, CPR/First Aid, Active Shooter and Domestic Violence. The overall mission of the Training Bureau is to ensure the professional development of all staff.



It is the goal of the Training Bureau to ensure that all of our employees receive training that is both relevant to their job and contemporary. In order to be proactive and take every possible action to provide the highest level of training the Support Services Division provided significant supplemental training utilizing resources such as, Lexipol's "tip of the day" service and internal training via our data management system. This training included topics such as; command training, FTO training, foot pursuit, handcuffing, taking citizens' complaints and black bear response. These supplemental in-house trainings accounted for over 1000 hours of training. The department also offered training to outside agencies in dispatch certification which included the Basic 9-1-1 Operator and Emergency Medical Dispatch.

TRAINING BUREAU



In 2014 the Training Bureau continued the agency commitment to offering “need to know” training on a regular monthly basis. This training is a cornerstone to the Divisional efforts to mitigate liability through employment of training geared towards those high risk and high repetition activities identified as germane to the agency functions.

CORE training is this agency’s commitment to professional development by individual function or assignment at the various ranks. CORE training in 2014 totaled 1218 hours which was more than double the total in 2013.

We provided 2575 hours of training mandated by either the State of New Jersey or Middlesex County. This represents an increase of 730 hours.

Our Command staff received 334 hours of specialized command training. This included, two officers who completion the NJSACOP Command and Leadership Academy.

In 2014 the department sent seven new officers to the Monmouth County Police Academy to attend the Basic Course for Law Enforcement Officers. The new officers also completed Model Agency Training in-house and started their respective Field Training Programs.

In addition, 862 hours of discretionary training were delivered to officers. Discretionary training is defined as remedial, career development, job enrichment, and job enhancement training.

Our 2014 training totaled 6052 hours an increase of 2019 hours from 2013.





<u>Activity</u>	<u>Year</u>	<u>Total Operating Budget</u> <u>(Excluding grant funds)</u>	<u>Total Grant Funds</u>
1. Total expenditures (Prior year)	2013	\$10,005,888.00	\$53,572.00
<i>Salaries and wages</i>		9,770,221.00	30,555.00
Police		8,527,257.00	17,555.00
Dispatch		791,170.00	-
Crossing Guards		137,810.00	-
Transportation		297,782.00	13,000.00
OEM		16,202.00	-
<i>Operating Expenses</i>		235,667.00	23,017.00
Police		220,715.00	23,017.00
Dispatch		10,292.00	-
Crossing Guards		1,260.00	-
Transportation		1,900.00	-
OEM		1,500.00	-
Total expenditures (Current year)	2014	\$10,544,765.37	\$42,748.11
<i>Salaries and wages</i>		10,295,490.25	36,560.00
Police		9,061,742.25	23,560.00
Dispatch		815,499.00	-
Crossing Guards		142,825.00	-
Transportation		272,924.00	13,000.00
OEM		2,500.00	-
<i>Operating Expenses</i>		249,275.12	6,188.11
Police		225,992.00	6,188.11
Dispatch		13,066.00	-
Crossing Guards		1,834.00	-
Transportation		7,600.00	-
OEM		783.12	-



The Communications Center is a clearing house for information that is related to all emergency services. The PST's operate and monitor approximately fifty radio channels serving over 800 portable and mobile radios; in addition the PST's operate the mutual aid radios such as SPEN (State Police Emergency Network) and the Middlesex County Hotline. For 2014 the PST's made or received a total of 294,738 radio transmissions.

The PST's are responsible for six 9-1-1 phone lines, five non-emergency phone lines and four internal phone lines. They answer on average 1,578 9-1-1 emergency calls a month. The Communications Personnel handled 92,332 telephone calls for the year. This averages to 253 telephone calls per day.

The Communications Center has a minimum staffing level of two Certified Public Safety Telecommunicators (PST) working during dayshift and afternoon shifts, while the midnight shift can be operated on a limited basis with one Telecommunicator.

In addition the Communications Center dispatched numerous police, first aid and fire calls for service:

	<u>2013</u>	<u>2014</u>
Police Calls	64,323	74,212
First Aid Calls	3,892	4,087
Fire Calls	1,022	1,049
Total	69,237	79,348

The PST's monitor the APB Net information service which notifies every police department in the State of ongoing issues such as missing persons and wanted persons. They are also responsible for the Teletask Emergency Notification System, which sends recorded messages to residents, keeping them informed on events and announcements that may affect them.

Each PST is able to access the New Jersey MVC files, Administrative Office of the Courts files (ATS&ACS) and the Internet from their workstation. They track and document every call and responding unit(s) in an in-house computer aided dispatch system (CAD). The PSTs also monitor approximately twenty security cameras and 22 panic alarms located in both the Police Department and the Municipal Building. The cameras images are displayed on two 42" multiplexed monitors so that all the cameras are available to each side of the communications center.

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The Dispatch Personnel monitor the 3SI Electronic Satellite Pursuit Program that is located on the center console. This program monitors area banks for activation of a device that indicates a bank robbery has taken place, and will allow the user to track the devices location in real time for responding officers.

The Nixle notification system continues to be a success. Registration for this system is voluntary for anyone who wishes to receive important text/email notifications that the police deem appropriate. Residents can opt to receive important announcements regarding road closures, crime reports, and suspicious activity by email or text messages to their cellular device.

Communications has access to the NJ DEX system available through NCIC 2000. This allows inquiries into the NJSP database for investigations. The NJ DEX database is a tool which allows police departments to share information on criminals and patterns of crime statewide. The Detective bureau also has access from their NCIC terminal.

The Enforsys Computer Aided Dispatch (CAD) system which started in October 2007 is an integral part of the call taking and dispatch process. The data is continuously being updated or modified to ensure accuracy. The system is linked with Think GIS mapping software giving dispatchers and officers exact location information on calls. The CAD can accept the raw 9-1-1 data and populate the appropriate fields thus streamlining the call taking process and affording the call taker more time to address the caller's needs. Think GIS has been modified to display the address, police patrol district, the residential development or shopping center, the police tow zone, the primary fire company and the assigned fire box alarm plan and the Public Utility company. This enhances the call takers ability to obtain pertinent information to make informed decisions from a central location and dispatch the appropriate agencies. All three fire companies assist with updating the fire box plans for their jurisdictions.

During 2014 both the ThinkGIS and ENFORSYS servers were upgraded. The ENFORSYS system was split onto two servers to improve performance.

ThinkGIS is continuously updated with the township business list. This assists dispatchers, and officers on the road with identifying, and locating business that may not be properly signed. If available, it can provide the phone number of the business also and associated floor plans.

The communications center has integrated the ThinkGIS program which has automatic vehicle location (AVL) capability for tracking the location of the patrol vehicles that are currently on duty. Monmouth Junction Fire Department has several vehicles equipped with AVL also. This assists the PST's in locating an officer if the officer is unable to transmit their location for any reason. The ThinkGIS program is able to plot the location of all the incoming 9-1-1 calls directly to the map displayed on the monitor. This technology is used daily to locate 9-1-1 cellular calls and assist callers with determining their location, when they are not familiar with the area.

NCIC teletypes are received electronically through the CJISM program. Only predetermined teletypes will automatically print out. This has greatly reduced our paper usage, as this service runs 24/7 365 days a year.

The Communications Center is also involved with National Night Out. We provide information and instructional materials at this event to educate our residents about the use of 9-1-1, benefits of the Teletask Auto Dialer, proper registrations of their alarm systems and to inform them about the Nixle messaging service.

The Communication Center continues to move forward in training and technology in an effort to provide the best service and protection for the Officers and the public.

Accreditation Unit

Accreditation is a progressive and time proven way of helping law enforcement agencies calculate and improve their overall performances. In March of 2014 our agency received national accreditation from the Commission on Accreditation for Law Enforcement Agencies (CALEA). We are recognized as one of only fifteen law enforcement agencies in the state of New Jersey to attain this prestigious honor. In addition, we continue to maintain our accreditation status with the state through the New Jersey State Association of Chiefs of Police (NJSACOP). As a recognized leader in the Law Enforcement Accreditation movement, we have assisted numerous agencies such as: The New Jersey Association State Chiefs of Police, New Jersey State Police, New Jersey State Parole Board, Franklin Township Police, Monroe Township Police, Wall Township Police, Morris Township Police, Plainsboro Police, Montclair Police, Piscataway Police, Burlington County Bridge Commission Police, New Brunswick Police, Sayreville Police, and Barnegat Township Police.

Administrative Function

The Administrative Bureau includes the management of the data management system (DMS), the scheduling management system and numerous other databases. Supporting the data management system is labor intensive and involves keeping up to date with the ever changing myriad of directives from the federal, state, and county authorities. Additionally, internal policy decisions are implemented and departmental directives are modified accordingly. Scheduling is a critical aspect of administration and all elements of personnel schedules are managed. Schedules are crafted to maximize efficiency of the agency and to ensure taxpayers receive the maximum value possible out of human capital. Staff support is a critical part of the administrative function and personnel issues are dealt with on a daily basis. Collective bargaining agreements are catalogued and researched to provide interpretations and support. In these situations we work coactively with Township Human Resources and Personnel to resolve issues. The administrative function also oversees the modified duty program.





Logistics Function

The logistics function ensures that the police department is able to carry out its duties and serve the public by providing and maintaining the required means and tools.

In addition to providing day-to-day logistical support, the logistics function procures new equipment and replacement equipment as well as executing budget expenditures.

Part of the day-to-day logistical support includes assuring that other commands are properly supplied with expendables including flares, fire extinguishers, safety supplies, ammunition, medical supplies and batteries.

The logistics function also ensures that durable equipment is purchased and properly maintained. For example, the agency deploys a large number of defibrillators that require continual maintenance. We have maintained our program of gradual replacement of older defibrillators with newer and more cost effective models.

In addition to maintaining current equipment, the staff researches and proposes Capital Projects aimed at replacing old equipment or procuring new assets to enable our agency to better serve the taxpayer.

In 2014 the department utilized assets obtained through civil forfeiture to purchase patrol rifles and Nasal Naloxone, both of which broaden our day-to-day operational capabilities while helping our agency to better serve the public.

The logistics function is also responsible for streamlining the bid process through developing, amending and maintaining bid specifications.

The logistics function is also responsible for the maintenance of the Public Safety building and its related support. As part of this function we coordinated necessary upgrades and repairs to the building in conjunction with the professionals from buildings and grounds.

FINANCE FUNCTION

The Finance Function documents and tracks the expenditure of the agency budget. In addition to this service to the entire agency, Finance also assists Support Services with planning and execution of other functions that are intimately related to finance, including training and logistics

Budget

The Police Department's budget is comprised of salary and wage (S&W) and operating expenses (O&E). The S&W budget includes police officers, dispatchers, and civilian employees. The O&E budget is comprised of line items consisting of equipment, supplies, training, service contracts, and program expenses. The below chart is a comparison of the 2013 expenditures with the 2014 expenditures.

Overtime

Our Police overtime was \$194,879.57 in pay, compensation time was not calculated and there was a decrease of \$56,916.31 compared to prior year.

Grants

The Department received additional funds from the following grants:

	<u>2013</u>	<u>2014</u>
NJDOT Highway Safe Corridor Grant	\$12,740.14	\$ -
NJ Ballistic Replacement Grant	9,062.38	7,248.11
Federal BVP Grant	1,215.00	-
Click It or Ticket Seat Belt Enforcement Grant	4,000.00	4,000.00
Cops in Shop	2,400.00	2,400.00
Drive Sober or Get Pulled Over	4,000.00	11,100.00
N.J. Transit Grant	13,000.00	13,000.00
Drunk Driving Enforcement Fund Grant	7,154.67	-
Distracting Driving	-	5,000.00
County Concerns Grant	-	-
Total	\$53,572.19	\$42,748.11



Forfeiture

Forfeiture monies are acquired through the seizure of property and assets that were determined to have been used in the commission of a crime. The expenditure of this money is restricted to specific law enforcement purposes and is audited by the Middlesex County Prosecutor's Office. Accounting for the forfeiture funds for 2014 was as follows:

State

January 1, 2014 balance	\$127,876.52
Funds received in 2014	7,775.89
Funds expended in 2014	95,274.24
Interest received in 2014	87.39
Ending Balance for 2014	\$40,465.56

Federal

January 01, 2014 balance	\$16,924.81
Funds received in 2014	1,057.21
Funds expended in 2014	1,752.63
Interest received in 2014	26.31
Ending Balance for 2014	\$16,255.70

Quasi Duty

South Brunswick Police Officers worked 6,470 hours of billable quasi duty hours and 272 hours of non-billable quasi duty in the year 2014. This is a decrease of 1,226 hours of billable quasi duty hours and a decrease of 38 hours non-billable quasi duty over 2013.

The Township received prepayments in the amount of \$415,933.24 for quasi duty work in 2014. The Township received approximately \$109,992.81 after officer payments from quasi work for calendar 2014. Non-billable quasi duty (Shared Services) had a cost of \$ 17,136.00 in 2014, a decrease over 2013 by \$2,313.00. The chart below is a comparison of 2013 quasi duty with the 2014 quasi duty.

	Year	Dollars	Hours
Total Billable Quasi Duty	2013	\$615,657.00	7,696
Prepayments		521,657.00	6,521
Billed		94,000.00	1,175
Non-Billable Quasi Duty (Shared Services)		19,449.00	310
Total Billable Quasi Duty	2014	\$517,613.24	6,470
Prepayments		415,933.24	5,199
Billed		101,680.00	1,271
Non-Billable Quasi Duty (Shared Services)		17,136.00	272



COMMUNITY SERVICES

The Community Services Division is comprised of the Community Policing Bureau, the Traffic Bureau and Clerical Bureau. Together these bureaus proactively and coactively address the needs and concerns of the South Brunswick community regarding traffic issues, quality of life issues and crime prevention.

COMMUNITY POLICING BUREAU

The Community Policing Bureau is responsible for the planning, facilitation, and implementation of programs and initiatives that reach out to community groups and individuals with the purpose of reducing crime and the fear of criminal acts, and empowering community members and groups to assist the police department in our shared goal of combating crime in South Brunswick Township. We achieve this goal by partnering with various individuals and groups throughout town, developing shared goals, and acting to reach those goals, with our ultimate objective being the reduction or prevention of crime.

Our Community Policing programs this year included Child ID Day, Youth Police Academy, National Night Out, Neighborhood Watch, Heroes and Helpers, the Blue Angel Program, and our senior citizen safety seminar series. In addition, our Community Policing Bureau gave several presentations and tours to South Brunswick's youth, provided residents with home security surveys, and provided businesses with commercial security surveys.



Child ID Day

The purpose of this program is to provide hard, permanent cards containing specific identifying information for children, which would be useful to an investigating agency if a child should go missing. Child ID Day was held on Saturday, May 17th, in the Municipal Building's Main Meeting Room, during which we provided approximately 63 child ID cards and made over 150 positive community contacts.

Youth Police Academy

Our Youth Police Academy was held during the weeks of July 7th, July 14th, and July 21st. Eighty four students participated in the program, which presented information and demonstrations on several branches of police work. Topics included patrol, investigations, evidence collection and examination, K9 functions, polygraph operation, DWI, extrication, helicopter support, EMS operations, and more. Wednesday was trip day, and youth recruits visited the New Jersey State Police Museum. Additional emphases were placed on respect and discipline this year, as well as command structure, with each class having squad leaders and class leaders appointed. Team building exercises, work details, and marching were included to further build esprit-de-corps and pride within the groups.



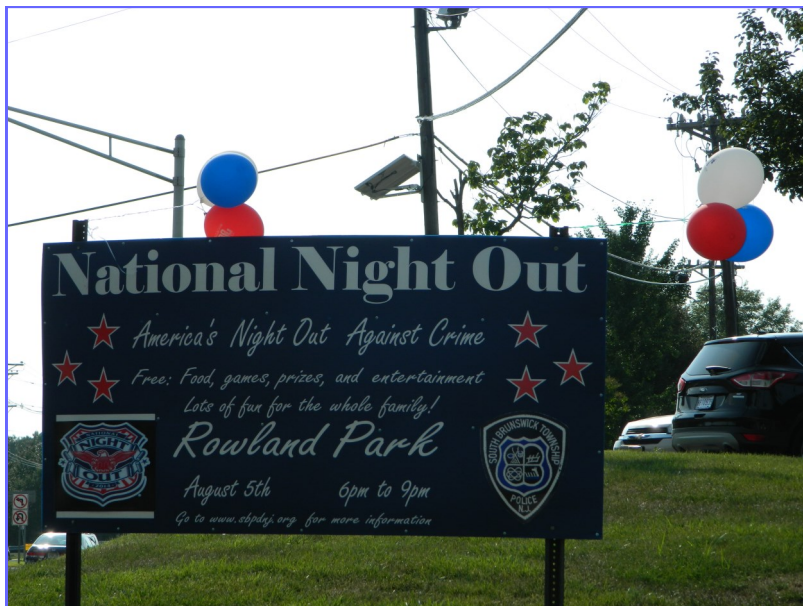
Neighborhood Watch

The Neighborhood Watch program continued to grow through 2014, as two new neighborhoods formed Watch Groups with approximately 100 new members trained, additional training given to four Watch Groups, and a reaffirmation of purpose by twelve previously existing Watch Groups. This program is crucial in residential neighborhood crime prevention as well as in creating a bond between residents and police, and this increase in communication was evident in the number of community contacts throughout the year, as well as the number of volunteers for such events as National Night Out. Several neighborhoods throughout town expressed community concerns, and the Neighborhood Watch meetings proved to be empowering for the members as well as the communities.

National Night Out

National Night Out was held on Tuesday, August 5th. Our celebration was once again held at Rowland Park, during which we drew over 6,500 attendees. Activities included displays by the bureaus, first aid squads and fire departments, bouncy rides, games, prizes, free hot dogs, chips, popcorn, soda, water, juice, and ice pops, a dance company demonstration, hot air balloon demonstration, a dunk tank, and many giveaways. All who attended applauded the event as wildly successful, and listed a greater sense of community togetherness as a main reason for this year's popularity. We were once again the highest ranked department in the State of New Jersey and ranked fifth in the nation for our category according to the National Association of Town Watch.

Our pool of volunteers used for the event totaled approximately 60 individuals, which showed the strength of the bond between the police department and the township's residents. This year we once again welcomed the Charlene Austin Memorial Community Unity Day celebration run by the South Brunswick Municipal Alliance. By providing them the space for nearly 40 stands, we greatly increased National Night Out's offerings to the community with minimal additional effort on the part of the police department. We were pleased to have provided a venue for the Municipal Alliance event, which would have otherwise been cancelled.



Heroes and Helpers

A partnership was formed between the South Brunswick Police Department, Target Corporation, and the South Brunswick School District, and we held our first Heroes and Helpers event. The event was intended to celebrate the accomplishments of ten kids from the district, one from each public school. The recipient kids were selected by school staff members according to guidelines provided by the police department. Criteria included positive community and school community spirit, community service, positive role model behavior, grades, attendance, overall individual improvement, and a display of positive peer pressure. The kids were provided a certificate of excellence, a \$150 gift card to Target (\$100 from a Target grant, \$25 from the FOP and \$25 from the PBA), and a police officer to help them shop. The event was broadcast on Channel 7 News, News 12 NJ, and was reported in the Home News, Star Ledger, South Brunswick Post, and Sentinel, and online on the Patch and mycentraljersey.com. Response to this program was overwhelmingly positive, and we hope to host this event annually.



Blue Angel Lockbox Program

In 2014, the Blue Angel Lockbox Program continued to expand. The program is designed to fund and facilitate the placement of key lockboxes on the doorknobs of residents 55 years of age or older or with potentially incapacitating medical conditions, and who live alone or are frequently alone. The lockboxes hold keys provided by the residents which allow police to quickly enter a home in the event of an emergency without damaging the door. An initial purchase of 107 lockboxes allowed our police department to offer a potentially lifesaving service to a segment of our population in need of assistance and reassurance. In the past year, 38 lockboxes were placed on approved residents' homes, bringing the total to 75 boxes currently in use. Due to the use of these lockboxes, seven participating residents were able to quickly receive the assistance they needed, and their homes were not damaged upon entry. Two residents moved out of town and were unenrolled in the program. The program continues to be offered at every opportunity to all qualifying residents.

Senior Citizen Programs

Five presentations focusing on senior citizens' safety issues were delivered at the Senior Citizens' Center. Topics included prevention of fraud and scams, burglary prevention, holiday safety tips, and home and personal safety. Residents were also reminded of the Blue Angel Program and NIXLE at all presentations.

Crime Prevention in the Community

Three residential surveys were conducted along with two commercial security surveys. Thirteen tours of Headquarters were provided to various community groups. Fifteen community presentations were delivered, including talks addressing community concerns, safety for Girl Scouts and Boy Scouts, and police familiarization.

Training sessions on human trafficking identification were delivered to various township employees tasked with interacting with the public, and those trained were directed to report any suspicious situations to police.

A partnership was sought with two motels in town which showed a drastic increase in calls for police service during the previous year. Various strategies were discussed, including screening customers better, requiring ID for all customers, room placement, security, and improving communications with police. Calls for service to these motels have decreased.

The Court Security Committee was formed, and members evaluated court procedures, facilities, and staff, and drafted a proposal for bringing court security at the South Brunswick Municipal Court up to Administrative Office of the Courts best practices standards. The committee addressed policy and procedure, the hiring of qualified Special Law Enforcement Officers (Class II) to provide court security, the acquisition of new equipment for screening court attendees, and upgrades to the physical facility.

The department's web page was updated to include our most recent information, as well as information on additional crime prevention topics.

SCHOOL RESOURCE OFFICER UNIT

The School Resource Officer (SRO) Unit is responsible for the planning, facilitation, and implementation of programs and activities that reach out to school administrative and instructional staff, students, parents, and community members. The unit has the purpose of reducing crime and the fear of criminal acts within the school environment, providing guidance, instruction, and response within and around the schools, and assisting school staff in maintaining a safe school environment. They achieve this goal by partnering with various individuals throughout the school, including administrators, teachers, counselors, and students. The officers develop shared goals, and act to reach those goals, with the ultimate objective being the reduction or prevention of crime in the schools, and maintaining a safe school environment.

Initiatives this year included the SAFE Program, updating school security response procedures, and the enhancement of security measures and police presence within the schools. In addition, our SRO

Bureau assisted the private schools and preschools in safety and security planning, gave many presentations to youth-oriented groups, and provided several tours of Police Headquarters to South

Brunswick's youth. The position of Class II Special Officer SRO was maintained, and his responsibilities include school security, assistance with school traffic flow issues, student counselling, classroom presentations, and criminal investigations.

S.A.F.E Program

The S.A.F.E. (Substance Awareness For Empowerment) Program is a program designed to educate children on the effects of drugs, alcohol, and tobacco use. The S.A.F.E. Program focuses on developing decision-making skills, providing facts involving the use of various substances, the development of strategies to resist offers of substance use, and responding appropriately to peer pressure. It also stresses the importance of being confident in making the best decision for that individual. The program is taught in Crossroads South Middle School, Crossroads North Middle School, Saint Augustine's School, and in the Noor Ul-Iman School in the 6th grade. This year marked the second year of the S.A.F.E. Program's new format, which proved to be effective and cost efficient, and which will be continued through the 2014-2015 school year. The S.A.F.E. Program delivered 16 presentations in small assembly format, targeting approximately 850 students in 2014.

School Security

SROs observed every lockdown drill in every school, and provided information on improving the procedures, as well as addressing other school security concerns. Every school in the district was evaluated for physical safety and security, and a formal School Security Survey conducted on each building, with school administrators readily accepting our advice and suggestions. Recommendations were listed and prioritized, and the school district developed an action plan to address each issue. The SRO unit oversaw Operation Safe Schools, which deployed officers to each school during arrival and dismissal during the first week of school. Staff meetings were held with school staff members, during which various school security and safety concerns were addressed. Security assistance was given to one school during their annual outdoor Halloween parade. School buildings used as election polling places were provided additional security assistance on Election Day. Private schools, including Saint Augustine's School, Noor Ul-Iman School, and 17 preschools were also given additional attention and offered security guidance in an attempt to bring their security and emergency procedures and protocols up to best practices standards.

All South Brunswick Police Officers were provided additional training in responding to emergency situations within district schools. In addition, every police vehicle was equipped with an electronic entry card which, combined with the proper code number, provides police officers access to any district school building in the event of an emergency. A multi-jurisdictional table-top exercise was conducted, and included fire department, EMS, OEM, school, police, and township officials. An active shooter scenario was presented and worked through, with the end result being a greater understanding of the operations and capabilities of each entity by all others in attendance.

In an effort to increase police interoperability between Middlesex County agencies, we were instrumental in a round-table discussion intended to improve and standardize response to emergency situations in school buildings. A set of standardized, best practices was developed and disseminated, and additional police personnel trained. All Middlesex County school superintendents were invited to a training session designed to guide their actions. This collaborative effort will be carried forward, and will continue to assess and recommend best practices.

School Presentations

The SRO Unit delivered eleven school assemblies on safety and bullying prevention topics during the schools' annual Violence Prevention Week in October, with the goal being a reduction in cases of bullying and other inappropriate conduct within the school environment. Ten additional lessons on topics such as personal safety, the police role in the community, and police familiarization were also provided within the schools.

Bicycle Unit

The agency maintains a Bicycle Unit which is highly mobile and available for deployment at special events and emergencies. This unit provides the department with a strong community policing element, allowing face to face contact with our officers, as well as the advantage of a more rapid deployment in crowds and at community events than an officer on foot.

There are currently three officers and a Sergeant assigned to the South Brunswick Police Department Bicycle Unit. Two officers attended an extensive Bicycle training course in May of 2014.

The Bicycle Unit attended the following events in 2014:

- 4th of July Fireworks
- National Night Out / Community Unity Day

Honor Guard

The South Brunswick Police Department Honor Guard participated in 7 events in 2014 representing approximately 167 man hours. The details the Honor Guard participated in are listed as follows:

- Ocean Grove-Law Enforcement Memorial Service May 20, 2014
- Jersey City LODD July 18, 2014
- Waldwick LODD July 22, 2014
- NNO August 5, 2014
- Metuchen Blue Mass October 15, 2014
- Veteran's Day November 11, 2014
- NYPD LODD December 27, 2014





TRAFFIC SERVICES BUREAU

The Traffic Services Bureau conducts traffic enforcement and investigations of serious and fatal motor vehicle crashes. The Traffic Services Bureau also provides support to various public and private entities. The Bureau assists the Township Planning, Zoning and Code Enforcement

Departments by conducting site plan reviews and site inspections. The Traffic Bureau provides feedback to the Township and to private contractors on engineering and construction projects. The Bureau also interacts with the Traffic Advisory Committee, established by Township Council. Members are actively involved in the New Jersey Police Traffic Officers Association and the Middlesex County Traffic Officers Association. In both organizations this agency is represented on the executive board.

One of the most important functions of the Traffic Services Bureau is the day to day interaction with local citizens within the community. The Traffic Services Bureau is highly responsive to the needs of individuals and groups within the community who express a concern about traffic safety. The Bureau welcomes and encourages township residents to bring forth information that will help us respond to their concerns with the appropriate measures.

The Traffic Services Bureau manages various grant supported programs including; the Drunk Driving Enforcement Fund, Drive Sober or Get Pulled Over, and the Seat Belt Safety Initiative.

The Bureau is responsible for maintenance and repair of all Alcotest instruments and radar apparatus. The Traffic Services Bureau inspects and regulates towing, vehicle junk titles, and annual taxi inspections.

The Traffic Services Bureau added a Special Law Enforcement Officer II. The SLEO II works 20 hours a week and is tasked with handling motor vehicle crashes, enforcing motor vehicle laws as well as covering school crossing posts when needed. He has also assisted with funerals and other special details.

The Bureau continues to maintain and train personnel on Electronic ticketing and the Automatic License Plate Reader programs. The Bureau successfully trained all of the officers assigned to patrol in the use of the ALPR system during 2014.

Traffic officers are trained in crash reconstruction and continue to provide education, engineering, and enforcement to the residents and other township departments and proactively continue to make South Brunswick Township a safe community.

Total Department Statistics

	<u>2013</u>	<u>2014</u>
Summonses Issued	10,224	11,603
Motor vehicle crashes	2,400	2,335
Fatal crashes	3	2
Driving While Intoxicated	101	67



Notable Cases

On July 10 a 60 year old male was attempting to cross Rt.27 near Henderson Road. The pedestrian was struck by a vehicle driven by a 23 year old male. The investigation revealed that the pedestrian was at fault and no summonses were issued in this case. The pedestrian succumbed to his injuries.

On October 08 a vehicle on Deans Rhode Hall Road being operated by a 35 year old female, left the roadway and struck a tree. The crash caused a fire and the driver perished as a result. The subsequent investigation revealed no mechanical deficiencies and it appears the driver drifted off the road as a result of being distracted by unknown cause.

On September 09 a 32 year old female was struck and subsequently run over by a tractor trailer in the parking lot of 1 Commerce Drive. The investigation determined that both the driver and the pedestrian contributed to this crash. The pedestrian did survive this crash.

On October 03 an 11 year old girl was injured in a crash on Route 1 near Raymond Road. The injured girl's uncle was the driver of the vehicle and was subsequently found to be under the influence of Alcohol/Drugs. Warrants for Endangering the Welfare of a Child and Assault by Auto, totaling \$77,500.00 were subsequently issued at the conclusion of this investigation for the driver of the vehicle.

Traffic Enforcement Campaigns/Grants

Each year the agency participates in a series of enforcement campaigns that are managed by the Traffic Services Bureau. The campaigns include:

Drunk Driving Enforcement Fund

Drive Sober or Get Pulled Over

Click it or Ticket

Put the Brakes on Fatalities Day

The Traffic Services Bureau is aggressive in applying for grants to maximize efficiency. These include the Drunk Driving Enforcement Fund, the Safe Corridors Grant, the Click it or Ticket and the Drive Sober or Get Pulled Over grants. The Township received approval for the DDEF for Drunk Driving enforcement details and checkpoints

During the year the Traffic Bureau coordinates joint enforcement details in conjunction with the New Jersey State Motor Vehicle Commission. These include commuter van inspections and roadside vehicle inspection details.

Equipment

The Bureau made use of existing equipment such as the variable message board, radar display trailer, traffic laser, digital camera, and the Decatur radar speed counter. Three LTI Lasers were utilized for speed enforcement in 2014. Patrol Officers were trained in Laser speed enforcement and utilize both devices. The Bureau is also responsible for maintenance and training for Stalker Radar Units. The entire marked fleet is equipped with front and rear radar

Events

The Bureau coordinated traffic control in a number of Township events including the July 4th fireworks, National Night Out/Community Unity Day, Ramadan, Central Jersey Jewish Cultural Event, Islamic Games, South Brunswick Soccer Tournament, and Holiday Tree Lighting.

Motorcycle Program

The Traffic Services Bureau is equipped with two Police Motorcycles. The vehicles have been used for traffic enforcement, honor guard details and community events. There are currently two officers trained to operate the motorcycles.

Educational Initiatives

In addition to enforcement, one of the proven methods for enhancing traffic safety is to educate the motor-ing public. The Traffic Bureau participates in several educational initiatives to include the following:

- Distracted Driving Education
- Community Unity Day
- Youth Academy
- National Teen Driver Safety Week
- Health Fair at South Brunswick High School
- Drivers Education on Graduated Driver's License at South Brunswick High School.

CLERICAL BUREAU

The personnel assigned to the Clerical Bureau provide support to all the units, bureaus and divisions within the police department.

There were significant changes to the staff in 2014.

The Crime Prevention Aide retired in May and was replaced by the Secretary II in Records who was made an Investigative Secretary. The Crime Prevention Aide title was retired. The opening in Records brought in new personnel from outside the building.

The Police Department Accountant transferred to the Township Finance department and that position was filled by an employee from the Tax Department. The position was moved from the Support Services Division to Police Administration.

The Data Processing Clerk II from Administration transferred to the Law department. That position will be filled in 2015. The Secretary II in Support Services was promoted to Investigative Secretary.

In Transportation, 1 per diem bus driver was terminated and has not been replaced. All other positions remain the same. The clerical positions are as follows:

- 1 Administrative Assistant in Administration
- 1 Account in Administration
- 1 Investigative Secretary in Investigations Squad A
- 1 Investigative Secretary in Investigations Squad B
- 1 Investigative Secretary in Support Services
- 1 Investigative Secretary/Alarms Coordinator in Traffic
- 1 Information Management Supervisor in Records
- 1 Data Entry Clerk II in Records
- 1 Secretary II in Transportation
- 5 Full time bus drivers in Transportation
- 2 Per Diem bus drivers in Transportation

Last year Clerical implemented a new burglar alarm ordinance which required residents and businesses to register and pay an initial and renewal fee each year. In 2014, that ordinance was amended to eliminate the renewal fee and only requires a one-time registration fee. This fee generated \$31,004.37 from 248 businesses and 1,057 residential alarms.



The individual bureaus and positions are described below:

The staff assigned to Police Administration is responsible for providing support to the Chief of Police, the Deputy Chief, the Administration Command Captain and the Operations Command Captain. The personnel, administrative and Internal Affairs files for the entire department are maintained by the Administrative support staff.

The Accountant working in Administration is responsible for the department's payroll, overtime and quasi duty billing. Additional duties include: filing, answering public phone requests, and staff support.

The Administrative Assistant, while supporting the Chief and the Administrative Command staff, manages the Record's Bureau Supervisor, 7 Clerical and 8 Transportation Staff. She is responsible to oversee their assignments, attendance, as well as performance and yearly evaluations. She also oversees all the essential Administrative duties including Personnel, FMLA, Medical Files and Workers Compensation correspondence.

The Investigations Division which is divided into Squad A and Squad B, handle all adult and juvenile criminal investigations. The secretaries assigned to this division perform administrative tasks for Captain, Lieutenant and the Sergeants assigned to each squad.

The Squad A Secretary directs, accepts and processes each application for Firearms ID Cards and Permits. She collects the proper application, creates and tracks reference letters and manages the applications through the background phase to the issuance of the actual cards and permits. The background checks for Township personnel, rescue squads, volunteers, vendors and liquor license applicants are coordinated and maintained by the Squad A secretary. By direction of the Investigative Sergeant, all requests and orders for expungements are completed by the squad secretary. She is also responsible for downloading, copying and maintaining all taped statements involving victims, actors and witnesses. In 2014, the department decided to eliminate the current Forms package and tasked the Squad A secretary with converting all the departments forms such as Purchase Requisitions, Use of Force, Miranda Warnings, etc. to a new format. Seven forms have been completed with additional forms to be completed in 2015.

Squad B houses the juvenile records that need to be maintained in a confidential manner and separate from adult records. Therefore, the secretary in Squad B is a mini-Record's Bureau for juvenile offenders. The secretary in Squad B is responsible for processing all juvenile cases, filing juvenile complaints with the County, preparing cases for court, recording dispositions of cases and maintaining a records file on all juvenile offenders. She handles DCF background checks for the Division of Children and Families and files quarterly reports with the Middlesex County Prosecutors Office on all Station House Adjustments that are issued. This position is also responsible to track Megan's Law registration and notification which was previously assigned to a sworn officer. The Squad B secretary also has the responsibility as the Community Policing Crime Prevention Aide. She is responsible for maintaining Community Policing projects which include the, Neighborhood Watch Program, National Night Out, Child ID Program, and the Police Youth Academy. The Crime Prevention Aide is essential in the coordinating of our National ranking National Night Out Program.

The Traffic Services Bureau Investigative Secretary is responsible for maintaining Traffic Safety Programs, D.W.I. and Aggressive Driver's Prevention projects. She also processes all motor vehicle crash reports, summonses and secures driver's abstract files from the Division of Motor Vehicle for various states. She prepares all serious and fatal crash reports and taped statements for the County, which is also forwarded to the State. The secretary in this bureau is responsible for creating and preparing statistical reports for the weekly, monthly and annual reports. She is also responsible for uploading all Motor Vehicle Crash reports to the online service "Policereports.us". The site allows the public, insurance companies and attorneys to access and purchase crash reports on line. The Traffic Services Bureau Investigative Secretary is also the Alarms Coordinator and is responsible to register, code, track and issue summonses to residents and businesses with Burglar Alarm systems. She will continue to collect new registration fees and assist residents and business owners in completing forms on the new on line registration site.

The Support Service Bureau consists of the Investigative Secretary who supports the Division Lieutenant, Sergeant and officers assigned to that Bureau. The secretary maintains the scheduling and tracking of all police personnel for both sworn and civilian. This division also maintains the department's training schedule and training records for all personnel. The Support Service secretary maintains the POSS schedule which includes entering all the compensatory time that is earned by department personnel as well as officer's court schedule and training.

The Police Department Accountant plays a key role in our yearly budget process; tracking expenses and verifying spending. This position is responsible to log the acquisition and spending of forfeiture funds and the grant awards. In addition, she prepares the department's payroll as well as tracking and billing for quasi duty. The Accountant calculates the accurate pay adjustments for our sworn personnel who are also deployed to the military during the calendar year. This year, our department had 7 new sworn hires, 1 Special Class II Officer, 2 new civilian personnel and 3 interns which required the calculation of pay, and the processing for the cost of equipment and training.

The Records Bureau is staffed with one Data Processing II, and one Secretary II. We are in the process of interviewing for a third position of Records Clerk II. They are overseen by the Information Management Supervisor. Together they manage the collection, distribution, maintenance and archiving of all adult reports and incident documentation. They are responsible for the preparation of Discovery packets for both County and Municipal Prosecutors. They categorize and secure for safe keeping the DVD's from the L3 Mobile Vision server which is a data base for MVR (Mobile Video Recordings). They are responsible to maintain, scan and upload the monthly Standard Solution Reports provided from the State Police's testing of the Department's 2 Alcotest machines. Selected police reports and arrests are scanned daily onto a digital image recorder in a TIF format. These images are burned to CD and sent to the State's Division of Archiving and Records Management (DARM) to be converted to microfilm for archival purposes. The South Brunswick Police Department is one of the first agencies in the State to be certified by DARM in digital imagery. All requests, made by the public, for copies of reports or documents associated with case files must be submitted through the Records Bureau.



Because there were new laws implemented by OPRA, requests for large volumes of reports continue to grow. The Record's Bureau continues to respond to agencies such as law firms, physical therapy groups, and insurance companies who send requests for hundreds of reports on a weekly basis. These requests come in by the way of fax, email or phone.

Transportation is a Unit within the Police Department. It falls under the Administrative Assistant with the immediate supervisor being the Information Management Supervisor in Records. It consists of 5 bus drivers, 1 Secretary and 2 part time per diem drivers. The Transportation Secretary oversees the organization of bus routes and provides monthly reports on the volume of clients served to the Township and NJ Transit. The Transportation secretary also arranges medical transportation to and from doctor's appointments and lab visits. The department provides services for seniors to and from the center, as well as shopping and recreational trips. Transportation also serves the disabled adult community with rides to and from work as well as afterhours recreational programs. Transportation can transport between 60 and 90 people per day. One full time medical driver and one part time driver transport seniors to various medical appointments such as chemotherapy, radiation and dialysis along with regular scheduled doctor's appointments and tests. A second part time driver has a CDL license and fills in whenever a driver is out. The part time CDL driver is also trained to handle bus scheduling and office coverage.

During the summer months and winter break, 3 college interns worked with the clerical staff throughout the department performing various small and large scale projects. They also assisted with serving the public, handing out police reports and answering questions.

The clerical staff continues to support the sworn personnel and remains dedicated to moving forward in service and performance. The statistics for Clerical and Transportation are as follows.

CLERICAL BUREAU	2013	2014	CHANGE	PERCENT
Operations Reports	10,834	9909	-925	-8.5%
Investigation Reports	2678	2176	-502	-19%
Internet Reports	199	251	52	26%
Arrest Reports	908	844	-64	-7%
DISCOVERY				
State Police Discovery	44	66	22	50%
DWI Discovery	102	67	-35	-34%
Discovery	523	556	33	6%
County Prosecutors Packets	106	114	8	7.5%
MISCELLANEOUS				
OPRA & Report Requests	1832	1877	45	2.5%
CD / DVD / DVR Duplicates	641	536	-105	-16%
Background Checks	585	453	-132	-23%
BURGLAR ALARMS				
False Burglar Alarms	3024	3046	22	.7%
Summonses Issued	103	00	-103	-100%
Fines Collected	\$9,187	\$4,825	-4362	-47.5%
New Registrations	132	647	515	390%
Geo-coordinate Updates	179	215	36	20%

TRANSPORTATION

<u>TRANSPORTATION</u>	<u>2013 YTD</u>	<u>2014 YTD</u>	<u>Difference</u>	<u>%</u>
Medical Passengers				
# of passenger to	1117	912	-205	-18%
# of passenger from	1053	909	-144	-14%
Total miles	27,790	23,265	-4525	-16%
Senior Center Passengers				
# of passenger to	12,397	11,393	-1004	-8%
# of passenger from	11,736	9349	-2387	-20%
Disabled Adults Work				
# of passenger to	2143	2344	201	9%
# of passenger from	2312	2452	140	6%
CIL/Pioneer Evening Passengers	372	267	-105	-28%
Overtime Hours	105	61	-44	-42%
Bus Pass Revenue Collected	\$17,776.50	\$16,752	-\$1025.50	-6%

INVESTIGATIONS *COMMAND*





INVESTIGATIONS COMMAND

The primary function of the Division is the investigation of reported crimes. The Division investigates all adult, juvenile, narcotic and school related crimes. In 2014, the Criminal Investigations Bureau conducted 1006 investigations. These investigations involved a wide range of crimes from robbery and aggravated sexual assault to theft.

Investigations Statistics

Category	<u>2013</u>	<u>2014</u>
Cases Assigned	937	1006
Cases Closed	886	981
Arrests	94	172
Clearance Rate (Part I)	30%	29.8%
Backgrounds	270	226

Noteworthy Cases

Detectives executed a search warrant on a vehicle. During the search, a new type of CDS was discovered in the car, commonly known as THC Wax, a new form of marijuana. This investigation was only the second in Middlesex County that this form of THC has been found.

During the course of an investigation into a series of burglaries, Detectives closed a number of car burglaries in the Kendall Park section of the township. During their investigation, it was determined that the same men were responsible for 6 car burglaries in Franklin Twp., a residential burglary in Metuchen and several more residential burglaries in North Brunswick and New Brunswick.

A township woman reported that a Jamesburg man threatened to "shoot up the Freehold Mall". Detectives worked with Jamesburg Police, Freehold Police and Point Pleasant Police and were able to locate the actor at his girlfriend's residence in Point Pleasant. He was arrested and sent for a psychological evaluation.

Detectives were called on to investigate the report of a sexual assault. The 20 year old victim walked into HQ to report that her foster father had been sexually assaulting her for the past five years and that she has a 3 year old child as a result. During the interview, the Detectives discovered that the assaults took place in Willingboro, NJ. Willingboro police were contacted and the case was turned over to that jurisdiction.

Detectives conducted a sexual assault investigation involving a 16 year old juvenile victim which resulted in the arrest of a 23 year old male. The Actor was charged with Sexual Assault and Endangering the Welfare of a Child.

The Investigations Division investigated the death of a North Brunswick resident who was reported missing to the North Brunswick Police Department. On May 31, 2014 the missing person was located deceased in the Farrington Lake in South Brunswick Township.

Detectives investigated a missing endangered person who walked away from a treatment center and failed to return to his residence. They subsequently located the victim in Camden, where he was turned over to family members.

Detectives investigating a report of Criminal Mischief learned that the crime was reported to cover up a theft. A South Brunswick resident was charged with filing a false police report and the original theft.

Detectives investigated the theft of approximately \$10,000.00 in jewelry from a Kendall Park residence. The victim reported that there was no forced entry to the home; however she discovered the jewelry missing from the master bedroom. A suspect was identified, who later confessed to the crime.

Following an extensive investigation into a series of terroristic threats, Detectives arrested a Conrail employee, who contacted Fish and Wildlife Officers, claiming he had placed several explosive Coyote traps along the rails in South Brunswick. The actor was charged with terroristic threats, interference with public transportation, and causing, or risking widespread injury. He was processed and released pending a first court appearance.

Detectives investigated a fraud case where the victim's credit card was used to purchase over \$25,000.00 worth of product. The investigation led to a Brooklyn New York resident, who was subsequently arrested and lodged at the Middlesex County Adult Correction Center in default of bail. The actor also has Federal charges pending against him for similar type frauds.

Robbery / Aggravated Assault / Possession of a Weapon – Detectives investigated the armed robbery of a Monmouth Junction restaurant. The actor entered the business and ordered the cashier to give him the money and the actor fled. The investigation developed a Monmouth Junction resident as a suspect who was subsequently charged and arrested.

Detectives completed their investigation into a reported luring and sexual assault of two juvenile females. The investigation, conducted in conjunction with the Middlesex County Prosecutor's Office, led to the arrest of a 13 year old juvenile.

Detectives investigating an arson fire that destroyed a Monmouth Junction residence identified, and arrested, seven individuals. All have been charged with Aggravated Arson and Criminal Mischief.

Detectives investigated two armed robberies, in a two week period, of a Route 130 gas station. The actors were arrested following the second robbery and Investigators subsequently obtained a confession to both crimes. In addition the actors were identified in several other gas station robberies in North Brunswick, Milltown, and Bridgewater.

The Investigation Division investigated numerous burglaries that occurred in late 2013 into 2014. These investigations have led to the identification of a suspect from Bronx, NY. The actor was charged with ten (10) burglaries throughout the township. He is currently incarcerated in the Middlesex County Adult Correction Center.

Property and Evidence

The function of the Property and Evidence Unit is to manage and control all evidence and property coming into the custody of the department. Strict accountability is maintained for all property and evidence. The function is critical to supporting investigations and promoting successful prosecution in criminal trials. The Property Custodian also facilitates the timely return of property to owners. A properly administered property and evidence function promotes the agency's reputation as honest, reputable and worthy of the public's confidence and trust.

Other duties of the Property and Evidence function include the delivery of departmental weapons, preparation of forfeiture applications, destruction and disposal of property, recovering outdated prescription medication from the public, as well as facilitating public auctions. In 2014, efforts continued to release, destroy or otherwise dispose of property that had accumulated over time. This accomplishment will aid in the function's future level of efficiency.

Property & Evidence Statistics

<u>Category</u>	<u>2013</u>	<u>2014</u>	<u>Change</u>
Total Cases	489	414	-15%
Total Items	1260	1294	3%
Items Released/Disposed	1134	1840	62%
Weapons Destroyed	53	42	-20%
Affidavits for Disposal	11	11	0%
Items Transferred to Labs	157	122	-22%
Forfeiture Applications	4	7	75%

Internal Affairs

The South Brunswick Police Department Internal Affairs Unit accepts, reviews, and responds to all complaints against police officers received from the public or from superior officers within the organization. Citizen complaints may be made in person, by telephone, fax, internet, or through the mail. These include anonymous complaints, complaints from third party witnesses, juveniles and complaints from parties not directly involved in the incident from which an allegation arises. All allegations are carried to their logical conclusion by experienced and trained investigators.

The investigative process assesses the propriety of all on or off duty conduct during the incident in which the alleged misconduct occurred. If during the course of an investigation there is an indication that misconduct occurred other than that alleged, the investigator examines the additional potential misconduct to its logical conclusion.

Disciplinary Process

In any given year officers of the South Brunswick Police Department are involved in thousands of citizen contacts. Many are routine and many involve critical situations. The Internal Affairs Unit is tasked with handling complaints from the public regarding officer conduct, as well as rare allegations of criminal conduct by department members. During 2014, 1 criminal charge was filed against an officer of the agency.

Allegations and Outcomes

All complaints are categorized based on the alleged offense. Upon the completion of the investigation it is reviewed by the Chief of Police and is designated with one of the following dispositions:

- **Exonerated:** The alleged incident did occur, but the actions of the officer were justified, legal and proper.
- **Sustained:** The investigation disclosed sufficient evidence to prove the allegation, and the actions of the officer violated a provision of the agency's rules and regulations or procedures.
- **Not sustained:** The investigation failed to disclose sufficient evidence to clearly prove or disprove the allegation.
- **Unfounded:** The alleged incident did not occur.
- **Policy Failure:** There is no law, policy or departmental order that addresses the allegation.

Penalties

The following penalties may be assessed against any member or employee of the South Brunswick Police Department as a result of disciplinary action:

- Oral Reprimand
- Written Reprimand
- Voluntary surrender of time off in lieu of other action
- Suspension
- Demotion
- Dismissal

Citizen Allegations

During 2014, 23 complaints were reported by citizens compared to 18 reported in 2013. The dispositions of the 2014 Citizen Complaints are as follows:

<u>Disposition</u>	<u>2013</u>	<u>2014</u>
Exonerated	10	13
Sustained	2	0
Not Sustained	1	4
Administratively Closed	0	4
Pending	3	2
Unfounded	2	0
Total	18	23

Internal Complaints

During 2014, the agency conducted 20 internal reviews compared to 28 in 2013. These internal complaints typically originate from a supervisor who detects a possible deficiency in an officer's performance or for a violation of policy.

<u>Disposition</u>	<u>2013</u>	<u>2014</u>
Exonerated	8	6
Sustained	16	11
Not Sustained	0	0
Administratively Closed	2	3
Pending	2	0
Unfounded	0	0
Total	28	20

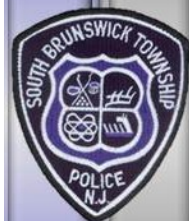
Total Complaints for 2014

Of the total 43 investigations conducted by the Office of Professional Standards in 2014, the final dispositions were as follows:

- 19 Exonerated
- 11 Sustained
- 4 Not Sustained
- 7 Administratively Closed
- 2 Pending
- 0 Unfounded

In 2014, there was one sustained allegation that resulted in a fine or suspension in excess of 9 days.

OPERATIONS COMMAND



OPERATIONS COMMAND

The Operations Command oversees the Patrol Division and provides leadership, expertise, and appropriate resources that support patrol officers in addressing crime, solving problems and improving the quality of life in our community. The Operations Command works along with citizens, as well as officers, to enhance the philosophy of Community Policing throughout the township.

Patrol Division

Patrol officers are the first responders to all emergencies and calls for service. In addition, they conduct the initial investigation into all criminal activity, provide patrol services that address quality of life issues, handle traffic related activities including enforcement and crash investigations, selective enforcement details, and security checks of commercial and residential properties.

The patrol division is headed by an Operations Captain. The division is then divided into two platoons each led by a Lieutenant. The two platoons are further broken down into three shifts. Each shift is comprised of two sergeants and five to seven patrol officers. This means seven to nine officers scheduled for duty on each shift prior to the use of any personal time off or scheduled training.

All officers assigned to the division work a modified three-on/three-off schedule. The daily hours of operation create an overlap of shifts that produces periods of the day when manpower is nearly doubled.

In 2014 the department hired seven new police officers. The division has for two consecutive years been staffed with a group of motivated professionals who are eager to protect and serve.

2014 Patrol Statistics

Calls for Service:	74,212
Motor Vehicle Summonses:	11,344
Arrests:	927



On February 8 officers responded to a Stanley Avenue residence to investigate a report of a burglary. Evidence Technicians collected blood evidence in the snow outside for DNA analysis.

On February 23 a Kendall Park man was stopped for motor vehicle violations on Route One. As a result of the stop the vehicle was impounded pending an application for a search warrant. The search resulted in the recovery of hashish and the driver was charged with distribution of CDS.

On March 5 a woman walked into police headquarters to report that she was a victim of human trafficking while living in Texas.

On March 10 officers responded to the Motor Vehicle Commission on Route 130 to investigate the report of a dispute over a vehicle title. While conducting the investigation, officers detected the odor of raw marijuana in one of the actors' vehicles. The vehicle was impounded and a Search Warrant was secured for the vehicle. Inside the vehicle a sizable amount of narcotics was discovered, prepared for distribution and two individuals were arrested.

On April 6 officers charged a Hillsborough resident with fraudulently obtaining prescription medications at the Target pharmacy. She used her status as a nurse to "phone in" prescriptions for Controlled Dangerous Substances.

On April 10 officers responded to a Monmouth Junction home to investigate the report of a drug overdose (heroin). When they arrived the female victim was pulseless and not breathing. CPR was initiated by the officers and the victim made a full recovery.

On April 17 officers responded to the wooded area behind Woodlot Park to investigate a large brush fire. While at the scene, a juvenile and an adult were located in the area acting suspiciously. The officers interviewed the juveniles and discovered that they had set the fire on purpose. A firefighter was injured during fire suppression efforts. The juvenile and adult were charged with Arson.

On April 24 officers attempted to stop a motor vehicle for violations on Route 130. The driver ignored the police vehicle with activated lights and sirens and increased speed. A female Plainsboro resident was later identified as the driver and she was charged with eluding.

On April 25 officers responded to the Target for a report of a suspicious vehicle parked in the rear lot area for several hours. Contact was made with the male occupant who was found to be in possession of a loaded handgun. The actor was arrested on multiple weapons violations and lodged at the correctional facility in default of \$10,000.00 bail.

On June 7 a motorist was arrested for possession of marijuana during a DWI checkpoint on Rt. 1. The investigation also revealed evidence of distribution activity and a large sum of cash was recovered.

On June 15 while investigating a suspicious person on Rt. 27, officers arrested the individual for attempting to break into four buildings. He was charged with three counts of attempted burglary, four counts of criminal trespass, and two counts of criminal mischief.

On July 7 officers responded to an Oxford Court residence to investigate a dispute. While investigating the incident an officer was bit by the family's German shepherd. The officer was treated at PMC.

On July 22 a Conrail Conductor was arrested for Terroristic Threats, Risking Widespread Injury, and Interference with Transportation for an incident initially reported on April 4th. The conductor had previously reported that he had placed animal traps with explosives along the railroad tracks which had to be closed for several hours and searched. The conductor was charged after officers received additional information regarding the incident.

On August 26 officers responded to the Kapadokya Mediterranean Grill to investigate an armed robbery in which the suspect fled prior to arrival. Subsequent investigation resulted in identifying a suspect. That suspect was charged and lodged.

On October 20, officers responded to an armed robbery at the Valero gas station on Route 130. Officers arrived and began their investigation. The suspects were located and detained. The suspects and the car they were operating matched the description given for an armed robbery that occurred at the same gas station a week prior. They were charged with both robberies.

On October 26 officers investigated a purse snatching on Summerfield Boulevard. The suspect was identified and later charged.

On November 9 a Villanova Drive resident requested an ambulance for her husband who was unconscious and not breathing. When officers arrived the male was pulseless and breathless. The officers performed CPR and applied a defibrillator. After receiving the AED shock, the man regained consciousness.

On November 29 officers responded to Cherry St. for a working structure fire. All residents were evacuated and had to be relocated to a relative's residence. The cause of the fire was determined to be faulty wiring in a living room outlet. No injuries were reported at the scene.

On December 1 a roadway dedication sign on Sand Hill Rd posted by the township was set on fire. The approximately value of the amount of damage was \$1,000. Based on the patrol investigation, two juvenile suspects were identified and taken into custody.

In addition to their patrol responsibilities, officers in the Patrol Division performed various other ancillary duties in the department. They are as follows:

- 12 Field Training Officers
- 8 Police Honor Guard members
- 6 Evidence Technicians
- 6 Department Firearms Instructors
- 2 Gang Intelligence Officers
- 4 Bicycle Unit Officers
- 2 Domestic Violence Liaisons
- 1 Bias Crimes Liaison Officer
- 13 Alcotest Operators
- 1 Certified DRE (Drug Recognition Expert)

DEPARTMENT STATISTICS



UCR Part I Crimes

<i>Crimes</i>	<i>2013</i>	<i>2014</i>	<i>CHANGE</i>	<i>PERCENT</i>
Homicide	00	00	00	0%
Rape	00	03	+3	+100%
Robbery	09	04	-5	-55%
Aggravated Assault	12	4	-8	-66%
Simple Assault	123	93	-30	-24%
Burglary	90	114	+24	+26%
Theft	422	259	-161	-38%
MV Theft	28	14	-14	-50%
Arson	01	05	+4	+400%
Total	666	497	-169	-25%

<i>Arrests</i>	<i>2013</i>	<i>2014</i>	<i>CHANGE</i>	<i>PERCENT</i>
Adults	577	482	-95	-16%
Juveniles	52	74	+22	+42%
Total	629	556	-73	-12%
Stationhouse Adjustments	25	17	-8	-32%

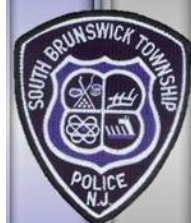




Arrest statistics provided to the State Police follow specific Federal guidelines. These Arrests are only for those individuals arrested on crimes occurring in South Brunswick. They do not include Warrant Arrests for other jurisdictions. UCR and arrest numbers are based on availability at the time this report was generated and may vary slightly.

<i>Category</i>	<i>2013</i>	<i>2014</i>	<i>CHANGE</i>	<i>PERCENT</i>
Summonses	10,224	11,534	+1310	+11%
Motor Vehicle Crash (MVC)	2400	2335	-65	-37%
Fatal Motor Vehicle Crash	3	2	-1	-33%
Driving While Intoxicated (DWI)	107	67	-40	-37%

DEPARTMENT GOALS





Goals met from 2014

Technology

Last year I identified the need to upgrade certain technological and operational equipment. The Mobile Vision in-car video system had reached its technological end of life and needed to be upgraded. This goal was accomplished and the systems have been brought to current technological standards.

Because of the significant capital expenditure associated with the Mobile Vision upgrade the goal to upgrade our Live Scan Automated Fingerprint System has been pushed forward to this year.

Equipment

The goal to expand the Conducted Energy Device (Taser) Program continues to be an initiative that we work toward. The related purchase is awaiting our review of whether the New Jersey State Legislature intends to modify the laws associated with their use.

The goal to purchase patrol rifles was met in the aftermath of a number of shootings and terrorist attacks that gained national attention. Our front line officers are now fully and appropriately equipped to have the best chance to successfully conclude a tactically dynamic event.

Goals for 2015

Technology

In order to remain on the forefront of modern policing, it is necessary to periodically procure equipment and systems that are in line with current standards. As such, I have identified the need to upgrade certain technological and operational equipment.

- Live Scan Automated Fingerprint System – The equipment manufacturer has issued an end-of-life statement on our current automated fingerprint equipment. This translates to a significant increase in future maintenance contract costs, and dwindling hardware parts. Further, their new systems are not backwards compatible. This results in a need to purchase a complete replacement system.

- Portable radio upgrade – I have identified a need to replace our current portable radios. The current radios are at the end of their technological life and the manufacturer no longer supports them with parts. The newer version of radios will allow us to be better connected to our colleagues at the county level since the county is also converting to a newer system that would be more compatible than our current ones. This improvement will allow for enhanced interoperability in times of crisis or natural disasters.
- Upgrade Emergency Medical Dispatch system - Upgrading the electronic Emergency Medical Dispatch system will supply our dispatch staff with a more interactive system for providing emergency medical instructions over the phone. The upgraded product will prompt the dispatchers to follow specific verbal responses based on the signs or symptoms that the caller is describing. This will allow all of the dispatchers to provide accurate and uniform direction to callers in a medical emergency.

Court Security

I have identified a need for an improved courtroom security plan with the goal of providing a higher, more effective and more consistent level of professional service to the visitors and staff members in the South Brunswick Municipal Court. The implementation of this courtroom security plan will allow the Township of South Brunswick to lead by example and exceed standards set by the Administrative Office of the Courts in New Jersey.

Addressing the Challenge of Drug Abuse

According to the Drug Policy Alliance, accidental overdose deaths are now the leading cause of accidental death in the United States, exceeding even motor vehicle accidents among people ages 25 to 64. There has been an alarming rise in the number of heroin related overdoses within Middlesex County. There were 20 overdoses in South Brunswick Township in 2014 compared to 9 the previous year. A contributing factor in our area is that our geographic proximity to source cities means our heroin is extremely pure and inherently more dangerous.

A challenge of this magnitude requires the involvement of a wide variety of subject matter experts who agree that any appreciable impact must include an emphasis on both enforcing drug violations and treatment. I have tasked my staff with collaborating with, medical professionals, elected officials, clergy, court officials and parents of addicted teens and other law enforcement agencies to develop meaningful and effective strategies.

I will attack this problem through education, enforcement and by providing emergency aid.

I will continue to prioritize educating our children about the dangers of drug abuse through our SAFE Program coordinated by my Community Services Division.

Recently, the New Jersey Legislature enacted a Good Samaritan law because the chance of surviving an overdose, like that of surviving a heart attack, depends greatly on how fast one receives medical assistance. The legislature reasoned that the best way to encourage overdose witnesses to seek medical help is to exempt them from prosecution for minor drug violations like simple drug possession, possession of paraphernalia, and/or being under the influence.

The law also authorized law enforcement personnel who have received the proper training to administer Naloxone via a nasal spray. Otherwise known as “Narcan” the antidote, when administered in a timely manner by officers who are usually the first on the scene, can quickly counter an opioid overdose. Every member of my agency is certified in its use and since being equipped in September five lives have been saved through its use.

Good Samaritan laws do not protect people from arrest for other offenses, such as selling or trafficking drugs, or driving while drugged. Equal priority will be given to strident investigation and enforcement. I have challenged my officers to increase our efforts to identify and arrest those involved in the illicit drug trade through intelligence led policing.

A leading contributing factor in drug crime is prescription drug abuse. It is important to recognize that prescription medication is a gateway drug to illicit drug use. Addicts often begin their drug abuse by abusing prescription medications such as oxycodone. Once they become hooked they find that obtaining heroin is easier and sometimes cheaper. Unused prescription medication not disposed of properly can also fall into the hands of abusers, which is why my agency provides a medicine drop box for proper disposal, 24/7.

Part of our enforcement effort will focus on prescription fraud violators. We will work in partnership with the NJ State Attorney General’s office and the Middlesex County Prosecutor’s office to identify and prosecute prescription fraud violators at every level.

In summary, I am dedicated to the philosophy that we need to prosecute those who profit and help those who are addicted because doing one without the other will only allow the cycle of drug abuse to continue.

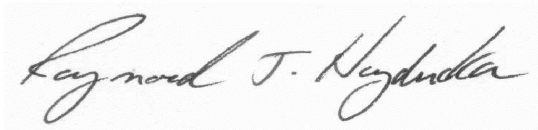
Closing Remarks

Our agency works in partnership with an engaged community to prevent, detect, and deter crime. I want to thank everyone in the community who supported our efforts to reduce crime and improve the quality of life in South Brunswick Township.

I would especially like to thank the Mayor, Town Council, Township Manager, Middlesex County Prosecutor Andrew Carey and his staff, Township Department Heads, School Officials, and the residents of South Brunswick Township. The partnerships we have built over the years have had a positive impact on our ability to provide quality services to all who reside and work in South Brunswick. I look forward to working closely with our political leaders, business leaders, community leaders, residents, and staff to meet all the challenges that 2015 will present.

The South Brunswick Police Department has some of the finest men and women in law enforcement, both sworn and civilian. I want to thank the men and women of the South Brunswick Police Department for their continued professionalism and hard work. This agency will continue to meet the needs of our community by delivering quality and professional police services.

Respectfully submitted,

A handwritten signature in black ink, reading "Raymond J. Hayducka". The signature is written in a cursive style with a large, stylized 'R' and 'H'.

Raymond J. Hayducka

Chief of Police